

Surveyor

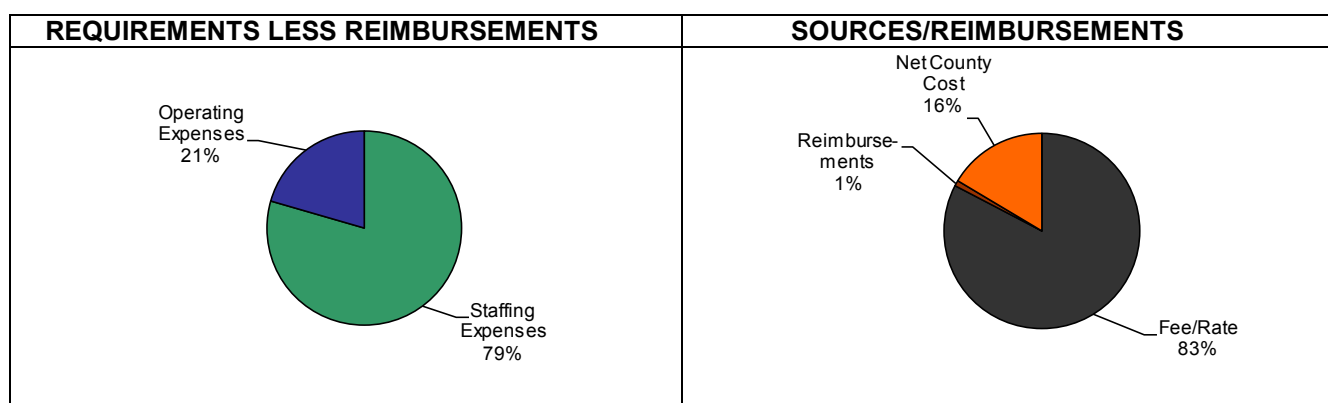
DESCRIPTION OF MAJOR SERVICES

The function of the County Surveyor is to review subdivision maps as prescribed by state law, prepare legal descriptions and maps, perform design and construction surveys for various County departments, assist the public in matters relating to land boundaries, and ensure that sound surveying is used in the preparation of maps and plans for project development within the County. The County Surveyor ensures these maps and plans conform to conditions of approval, local ordinances, standards for development, and state laws. Field crews perform boundary and construction surveys for other County departments and are responsible for perpetuation of controlling survey monuments. The County Surveyor also maintains the integrity of the Countywide Geographic Information Services (GIS) Parcel Basemap.

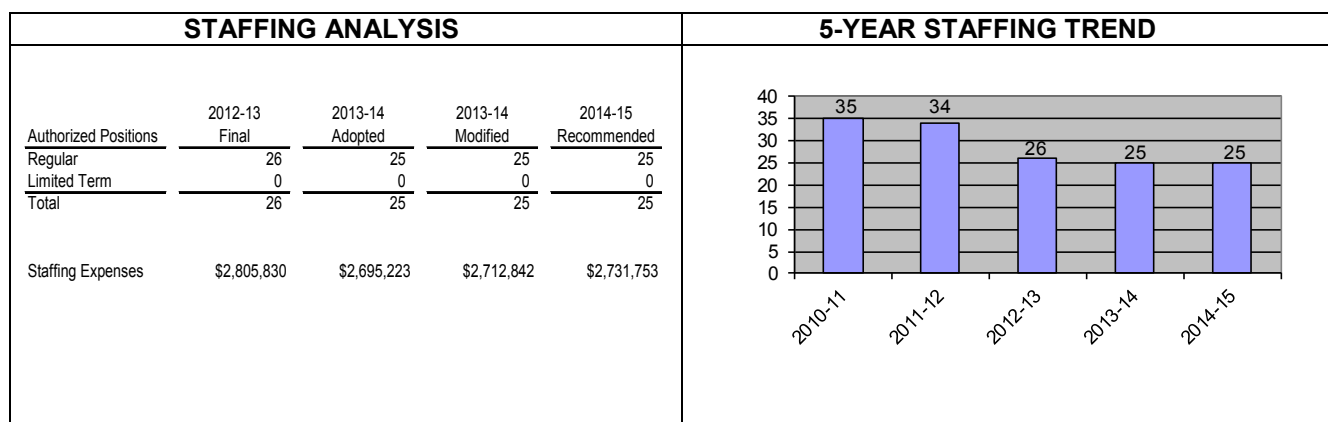
Budget at a Glance

Requirements Less Reimbursements*	\$3,436,598
Sources/Reimbursements	\$2,872,152
Net County Cost	\$564,446
Total Staff	25
Funded by Net County Cost	16%
*Includes Contingencies	

2014-15 RECOMMENDED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2014-15 RECOMMENDED BUDGET

GROUP: Operations and Community Services
DEPARTMENT: Public Works- Surveyor
FUND: General

BUDGET UNIT: AAA SVR
FUNCTION: Public Protection
ACTIVITY: Other Protection

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Estimate	2013-14 Modified Budget	2014-15 Recommended Budget	Change From 2013-14 Modified Budget
Requirements							
Staffing Expenses	3,053,515	3,123,951	2,790,927	2,717,755	2,712,842	2,731,753	18,911
Operating Expenses	567,041	493,051	541,864	676,441	880,855	704,845	(176,010)
Capital Expenditures	0	0	59,710	146,000	150,000	0	(150,000)
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	3,620,556	3,617,002	3,392,501	3,540,196	3,743,697	3,436,598	(307,099)
Reimbursements	(68,212)	(80,744)	(69,395)	(32,265)	(69,424)	(31,500)	37,924
Total Appropriation	3,552,344	3,536,258	3,323,106	3,507,931	3,674,273	3,405,098	(269,175)
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	3,552,344	3,536,258	3,323,106	3,507,931	3,674,273	3,405,098	(269,175)
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	3,271,455	3,268,897	3,150,330	2,930,000	3,080,143	2,840,627	(239,516)
Other Revenue	33,456	22,494	9,473	455	12,025	25	(12,000)
Total Revenue	3,304,911	3,291,391	3,159,803	2,930,455	3,092,168	2,840,652	(251,516)
Operating Transfers In	0	0	0	0	0	0	0
Total Financing Sources	3,304,911	3,291,391	3,159,803	2,930,455	3,092,168	2,840,652	(251,516)
Net County Cost	247,433	244,867	163,303	577,476	582,105	564,446	(17,659)
Budgeted Staffing					25	25	0

MAJOR EXPENDITURES AND REVENUE IN 2014-15 RECOMMENDED BUDGET

Staffing expenses of \$2.7 million make up the majority of the Surveyor's expenditures funding 25 regular positions. Operating expenses include services and supplies, software upgrades and increases to Geographic Management Services, COWCAP and liability insurance. No capital expenditures are planned in 2014-15 in order to reduce operating costs and allow for the purchase of software upgrades. These costs are necessary in order to provide the public with protection in matters as they relate to sound surveying practices and to meet state mandated time frames. Sources of \$2.8 million include fees charged to customers for field surveys, review of subdivision maps, and the preparation of legal descriptions and maps. The reduction in revenue is due to a reduction in work performed for the Transportation Division.

BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are decreasing by \$269,175. Major changes for the Surveyor include a decrease in operating expenses of \$176,010 and eliminating capital expenditures in 2014-15 in order to accommodate anticipated revenue reductions. Computer hardware, equipment, special departmental, microfilming, and vehicle charges are decreased to help offset revenue decreases.

Sources are decreasing by \$251,516 due to a reduction in work performed for the Transportation Division as a result of Proposition 1B funding ending in 2013-14.

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$2.7 million fund 25 budgeted regular positions. In addition, the 2014-15 budget includes the reclassification of an Engineering Technician II to an Engineering Technician III.



2014-15 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Surveyor Administration	1	0	1	1	0	0	1
Field Section	12	0	12	12	0	0	12
Office Section	10	0	10	10	0	0	10
Administrative Services	2	0	2	2	0	0	2
Total	25	0	25	25	0	0	25

Surveyor Administration	Field Section	Office Section
<u>Classification</u>	<u>Classification</u>	<u>Classification</u>
1 County Surveyor	1 Supervising Land Surveyor	1 Survey Division Chief
1 Total	5 Survey Party Chief	1 Supervising Land Surveyor
	1 Engineering Technician V	2 Land Surveyor
	1 Engineering Technician IV	1 Engineering Technician V
	4 Engineering Technician III	3 Engineering Technician IV
	12 Total	1 Engineering Technician III
		1 Secretary I
		10 Total
Administrative Services		
<u>Classification</u>		
1 Accounting Technician		
1 Fiscal Assistant		
2 Total		

